

MAYOR & COUNCIL AGENDA COVER SHEET

MEETING DATE:

June 18, 2007

CALL TO PODIUM:

Pete Geiling

RESPONSIBLE STAFF:

Pete Geiling
James D. Arnoult

AGENDA ITEM:

(please check one)

	Presentation
	Proclamation/Certificate
	Appointment
	Public Hearing
	Historic District
	Consent Item
	Ordinance
<input checked="" type="checkbox"/>	Resolution
	Policy Discussion
	Work Session Discussion Item
	Other:

PUBLIC HEARING HISTORY:

(Please complete this section if agenda item is a public hearing)

Introduced	
Advertised	
Hearing Date	
Record Held Open	
Policy Discussion	

TITLE:

Resolution of the Mayor and City Council Authorizing the City Manager to Enter into a Contract for the Kentlands Mansion Roof Replacement and Brick Tuckpointing Project (\$384,100)

SUPPORTING BACKGROUND:

Request: This is to request the Mayor and City Council authorize the City Manager to enter into a construction contract with Atlantic Company of America for the Kentlands Mansion Roof Replacement Brick Tuckpointing project. This resolution is being made on a Nunc Pro Tunc basis. This was done to allow the contractor to enter into agreements with the subcontractors, order materials, and prepare for the work window of July 14 – August 23, 2007.

Background: City staff hired Kuntz and Associates Architects to develop specifications for the project in February 2007. Upon review, verification, and completion of the specifications, the project was bid on May 2, 2007. A pre-bid conference was held May 11, 2007. Four perspective bidders were in attendance.

The following bid was received on May 18, 2007:

Atlantic Company of America. \$334,000.00

The bid of \$334,000 is \$66,000 below the estimate of \$400,000.

The Atlantic Company performed the brick tuckpointing services for the Kentlands Mansion Chimneys in August 2006 and has the documented experience and resources required to perform the scope of work within the required schedule. Staff recommends award to the low (only) bidder with a fifteen (15) percent contingency or \$50,100. This brings the total requested funds to \$384,100. Staff thinks a fifteen percent contingency is required due to the age of the building and the potential that hidden conditions may increase the work scope.

Fiscal Impact: There are sufficient funds budgeted in the Capital Improvement Program Budget.

DESIRED OUTCOME:

Vote on Resolution

Resolution Request Form

REQUEST FORM FOR RESOLUTIONS PERTAINING TO EXPENDITURES FROM THE CITY BUDGET (CONTRACTS/PURCHASES, TRANSFER FUNDS)

(Please attach the Mayor and Council Agenda Cover Sheet to this Form. For contracts/purchases, the Cover Sheet MUST include a list of all bidders and bid amounts.)

Requested by: Peter Geiling Date of City Council Meeting: June 18, 2007

AUTHORIZING

Purchase _____ Award Contract X Transfer Funds _____ Negotiate / Execute a Contract _____

RFP INFORMATION:

Advertisement Date May 2, 2007

Newspaper(s) Washington Post

Bids Received (date) May 18, 2007

DESCRIPTION OF ITEM(S):

(Be specific; include quantity, item name, model number, etc.)

Award a contract for construction services for the roof replacement and brick tuckpointing project at Kentlands Mansion RFP #2007-0021.

CONTRACTED/PURCHASE FROM:

Company Name: Atlantic Company of America

Street Address: P.O. Box 44109

P. O. Box Number: P.O. Box 44109

City/State/Zip: Washington, DC 20026-4109

CONTRACT/PURCHASE AMOUNT: \$384,100

Check One: In the Estimated Amount of X Not to Exceed _____

FUNDS TO BE EXPENDED FROM: Operating Budget _____ Capital Improvements Budget ✓

Acct. No. 3343 – 591100 – 01-2 Kentlands Mansion Building Envelop (\$290,000) and 00-0 Contingency (\$94,100)

(For Finance Department use only; not to be included in the Resolution)

VERIFICATION OF AVAILABILITY OF FUNDS Available _____ Not available _____

Finance Dept. _____ Date _____

RESOLUTION NO. _____

RESOLUTION OF THE MAYOR AND CITY COUNCIL AUTHORIZING
THE CITY MANAGER TO AWARD A CONTRACT FOR THE REPLACEMENT
OF THE KENTLANDS MANSION ROOF AND BRICK TUCKPOINTING

WHEREAS, an Invitation For Bid (IFB) for Construction Services for the Kentlands Mansion Roof Replacement and Brick Tuckpointing Project was duly advertised in the May 2, 2007 issue of the *Washington Post*, and bids were received on May 18, 2007 from one firm; and

WHEREAS, the bid was reviewed and references checked according to the criteria the IFB; and

WHEREAS, the Atlantic Company of America, Inc., was the responsive and responsible bidder; and

WHEREAS, the Mayor and Council have determined to award a contract for the work to the firm meeting City specifications:

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of Gaithersburg, that the City Manager be and he hereby is authorized to award a contract for Construction Services for the Kentlands Mansion Roof Replacement and Brick Tuckpointing Project to Atlantic Company of America, Inc, 526 King Street, Alexandria, Virginia, 22314, in the estimated amount of Three-Hundred Eighty-Four Thousand One Hundred Dollars (\$384,100); said funds to be expended from the Capital Improvements Budget.

ADOPTED by the Mayor and City Council this 18th day of June, 2007.

SIDNEY A. KATZ, MAYOR and
President of the Council

THIS IS TO CERTIFY that the foregoing
Resolution was adopted by the City Council
in public meeting assembled on the 18th day
of June.

David B. Humpton, City Manager